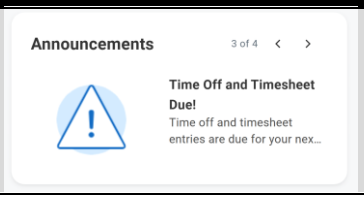
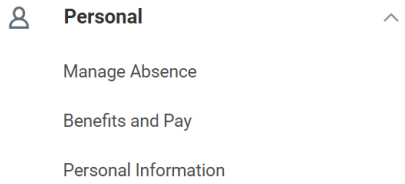
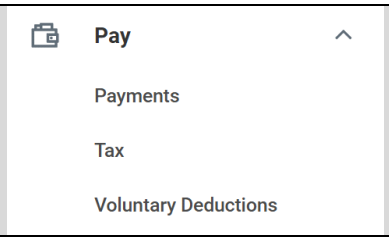
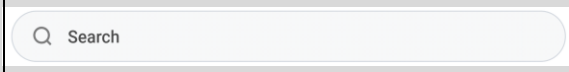
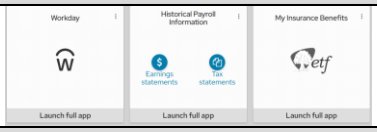
Words	Meaning	Picture
Announcements	General updates	
Apps	Programs on the work page. Click the icons to open specific tasks and reports. Examples of apps are "time," "absence," "personal information," and "benefits and pay."	
Browse	Read through the contents of a website	
Edit	Change how you see the apps on your home page	
Home Page	The first page of the Workday website where you see important reminders, tasks, and reports	
UW Logo	Click to go to the Workday home page	
Hub	One webpage with many actions and resources (for example: **Jobs** Hub, **Benefits and Pay** Hub)	
Icons	Small pictures	
Manage Absence	Request (ask for) time off, change time off, or request a leave of absence	
Menu	A list of different pages in a website (top left corner of every page)	
My Tasks	Things you must do	
Notifications	Important information and reminders	

Pay	Details about your pay, including deductions (money taken out) for benefits and federal and state taxes	
Payslip	Your pay stub (paycheck details)	
PDF	Electronic document	
Scroll	Move left, right, up, or down on a webpage	
Search Bar	A space you can type in to search for people, tasks, and reports	
Sign Out	End your Workday session	
Summary	Your contact information and your job and education details	
Tiles	Apps on MyUW home page	
Toggle	Switch between options	